

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



July 30, 2001

REFUGEE COORDINATOR LETTER (RCL) NO. 01-15

To: County Refugee Coordinators

This letter transmits final Federal Fiscal Year (FFY) 2001 Refugee Employment Social Services (RESS) Program allocations. The federal Office of Refugee Resettlement (ORR) published the Final Notice of Allocations to States of FFY 2001 Funds for Refugee Social Services in the *Federal Register* on July 6, 2001. Copies of the Final Notice may be accessed on the Funding Opportunities page of the Refugee Programs Branch's (RPB) web site at <http://www.dss.cahwnet.gov/refugeeprogram/>.

According to the Final Notice, California's final RESS allocation for FFY 2001 is \$12,038,344, including standard funds and two special set-aside funding allocations. The first set-aside, in the amount of \$1,072,108, is for the purposes of 1) providing outreach and referral to ensure refugee access to the State Children's Health Insurance Program (SCHIP), known in California as the Healthy Families Program, and other programs for low-income working populations; and 2) hiring and training interpreters to enable refugees to have equal access to medical and certain legal services. The second special set-aside allocation, in the amount of \$3,660,155, is for the purpose of providing outreach, referral and social services to ensure that persons granted asylum access programs to help them attain economic self-sufficiency. The amounts of the state's allocations, in the case of the standard funds and SCHIP set-aside, were based on the state's proportion of the total number of refugee arrivals, adjusted for secondary migration, during the three most recent FFYs. The amount of the state's asylee set aside was based on the state's proportion of persons in the United States who were granted asylum during FFY 2000.

Following the publication of the Final Notice, the RPB received preliminary notification from ORR that a portion of the state's FFY 2001 RESS allocation would be diverted to a Wilson/Fish Alternative Project in San Diego County. At the request of ORR, the RPB provided projected final allocation amounts for San Diego County based on the standard state allocation methodologies (which are described below). On the basis of the formulas, San Diego County would have received a total allocation in the amount of \$659,787, which would have included \$396,471 in standard funds, \$198,622 in asylee set-aside funds, and \$64,694 in SCHIP outreach set-aside funds. The ORR subsequently informed the RPB that these amounts will be deducted accordingly from the state's FFY 2001 RESS standard and set-aside allocations. Therefore, San Diego County will not receive an allocation of FFY 2001 RESS program funds through the

state (with the exception of special funding for coordination of refugee awareness activities). Instead, all RESS funding for the county will be diverted to the Wilson/Fish Alternative Project. While this decision will likely have a significant impact on the county-administered Refugee Program in San Diego County, no other counties' allocations have been affected as a result of this development.

State Administration

Funds for state administration, in the amount of \$1,482,000, have been deducted proportionately from the state's standard and set-aside allocations. The state administrative allowance on this year's grant, at approximately thirteen percent (13%), represents a slight decrease from the fifteen percent (15%) set aside from previous years' grants.

Standard Funds

The state's FFY 2001 RESS standard fund allocation, after the adjustment to deduct Wilson/Fish project funding, is \$6,909,610. After setting aside \$910,873 for state administration, the remaining funds have been allocated according to the conventional formula. This formula allocates funds according to the proportion of adult refugees on aid in each of the nine eligible counties who have been in the U. S. not more than 60 months. Data used in the formula was obtained from the most recent Medi-Cal Eligibility Determination System (MEDS) file report (CalWORKs/RCA-ECA Group Totals < 60 Months) dated June 28, 2001. Counties' standard RESS allocations are shown in Column 5 on the enclosed allocation spreadsheet.

Asylee Set-Aside Funds

After the adjustment to deduct Wilson/Fish project funding, the state's FFY 2001 RESS asylee set-aside is \$3,461,533. After setting aside \$456,323 for state administration, the remaining funds have been allocated according to the same formula described above. This formula was used because accurate and complete data on asylees at the county level is not currently available. As indicated in the proposed allocation letter, the RPB requested from ORR more detailed information on the number and location of asylees in California. Unfortunately, ORR was unable to share such information with the state at this time due to conditions placed on the release of the information when it was obtained from the Immigration and Naturalization Service. Counties' asylee set-aside allocations are shown in Column 6 on the enclosed allocation spreadsheet.

SCHIP Outreach and Interpreter Hiring/Training Set-Aside Funds

After the adjustment to deduct Wilson/Fish project funding, the state's FFY 2001 RESS SCHIP outreach set-aside is \$1,007,414. An amount equal to \$200,000, or approximately twenty percent (20%), of this set-aside is being transferred to the California Department of Health Services' Refugee Health Section which will allocate the funds to county Refugee Health Programs to augment medical interpreter training, Healthy Families Program outreach efforts and to improve refugee access to medical services.

The remaining funds, less \$132,804 for state administration, have been allocated to eligible counties by a slightly different formula than that used to determine standard funds and asylee set-aside allocations. This formula took into account that these funds may be used to provide outreach/referral and interpreter services to all refugees, regardless of their length of residency in the U.S., and that many of the programs to which refugees are to be referred are those specifically oriented toward children and families (e.g., SCHIP, the Special Supplemental Nutrition Program for Women, Infants and Children (WIC), Head Start, subsidized child care, etc.). The allocation methodology was based on the total number of refugees, adults and children on aid in each of the nine eligible counties (without regard to time in the U.S.) as a percentage of the total number in all eligible counties. Data used in the formula was obtained from the most recent MEDS files report (CalWORKs/RCA-ECA Group Totals) dated June 28, 2001. Counties' SCHIP set-aside allocations are shown in Column 9 on the enclosed allocation spreadsheet.

Special Funding for Coordination of Refugee Awareness Activities

This year, counties are being provided with up-front funding for the coordination of refugee awareness activities. The RPB strongly encourages counties to use these funds to plan an annual event to celebrate the achievements of refugees, raise awareness of the contributions refugees have made to the community, and promote the Refugee Resettlement Program in California. Please note that this special funding is provided through a reduction in state administrative funds and does not decrease funding available for employment and social services. Special funding allocations are shown in Column 10 on the enclosed spreadsheet.

County Plans

Counties are reminded that County Refugee Services Plans must include a description of the activities planned and services provided with set-aside funds, including measurable goals and outcomes (e.g., number of asylees and refugees to whom

outreach services were provided, number of interpreters trained/hired, etc.). Counties are authorized to begin expending FFY 2001 RESS funds for service delivery upon receipt of certification of its County Plan.

Reporting Requirements

As stated in the proposed allocation letter, when claiming reimbursement for outreach, referral and interpretation services provided with either standard or set-aside funds, counties should specify on the Claim for Reimbursement (RS 52) which funds were used for these purposes. Reimbursement for these activities should be claimed using the "Other" expenditure classification with an appropriate notation (i.e., Outreach/Referral or Interpretation). Claiming in this manner will ensure that costs for such non-employment-related activities are not included in the calculation of the state's and counties' cost per employment placement ratios. Employability Services provided to asylees, whether under standard or asylee set-aside funds, are to be claimed against the appropriate service component expenditure classification (e.g., Employment Services, On-the-Job Training, Skills Training, etc.). In addition, these services should be reported on the quarterly Services Participation and Outcomes Report (RS 50). At this time, asylees need not be tracked separately; refugees and asylees may be reported on the same report. However, counties will be required to provide quarterly narrative progress reports on the outreach activities performed under the asylees set-aside.

Finally, counties should continue to submit reports, now on a quarterly, rather than semi-annual, basis on SCHIP outreach efforts and interpreter hiring and training activities. All reports will be due to the RPB on the twentieth (20th) day following the close of each quarter.

If you have questions regarding this information, please contact Phyllis Iwasaki, Manager of the Refugee Technical Services Bureau, at (916) 654-2387 or Brad Elftmann of her staff at (916) 654-7250.

Sincerely,

***Original Signed by
Phyllis Iwasaki for
7/30/01***

THUAN NGUYEN, Chief
Refugee Programs Branch

Enclosure

**FINAL REFUGEE EMPLOYMENT SOCIAL SERVICES (RESS) ALLOCATIONS
STANDARD AND SET-ASIDE FUNDS
FEDERAL FISCAL YEAR 2001**

\$ 6,909,610 *Standard Funds*
 \$ 1,007,414 *SCHIP Outreach and Interpreter Training/Hiring Funds (Set-Aside #1)*
 \$ 3,461,533 *Asylee Outreach and Services Funds (Set-Aside #2)*
 \$ 11,378,557 *Total Proposed RESS Allocation*
 \$ 1,482,000 *State Administration Funds (Approx. 13% of State's Total Proposed RESS Allocation)*
 \$ 200,000 *Transfer to CDHS - Refugee Health Program for SCHIP Outreach and Interpreter Training*
 \$ 9,696,557 *Total Funds to be Allocated to Counties*

(1) County	(2) Allocation Number	(3) (4) Adult refugees receiving RCA/CalWORKs who have been in the U.S. not more than 60 months ¹		(5) Standard Allocations	(6) Asylee Set-Aside Allocations	(7) (8) Refugees (Adults and Children) receiving RCA/CalWORKs without regard to time in U.S. ¹		(9) SCHIP Outreach & Interpreter Training/Hiring Set-Aside Allocations	(10) Special Funding for Coordination of Refugee Awareness Activities ²	(11) Total County RESS Allocations (including Standard Funds, Set-Asides & Special Funding)	(12) County Administrative Costs Cap @ 15% Maximum	(13) Remainder for Services
		Number	% of Total			Number	% of Total					
Alameda	RESS0101	362	4.30%	\$ 257,946	\$ 129,224	7,984	10.712%	\$ 72,264	\$ 2,000	\$ 461,434	\$ 69,215	\$ 392,219
Fresno	RESS0102	235	2.79%	\$ 167,365	\$ 83,845	15,278	20.499%	\$ 138,288	\$ 2,000	\$ 391,498	\$ 58,725	\$ 332,773
Los Angeles	RESS0103	3,753	44.61%	\$ 2,676,036	\$ 1,340,624	13,599	18.246%	\$ 123,089	\$ 2,000	\$ 4,141,749	\$ 621,262	\$ 3,520,487
Orange	RESS0104	757	9.00%	\$ 539,886	\$ 270,469	9,583	12.858%	\$ 86,741	\$ 2,000	\$ 899,096	\$ 134,864	\$ 764,232
Sacramento	RESS0105	2,388	28.38%	\$ 1,702,442	\$ 852,879	20,791	27.895%	\$ 188,182	\$ 2,000	\$ 2,745,503	\$ 411,825	\$ 2,333,678
San Diego ³	RESS0106	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$ 2,000	\$ 2,000	N/A	\$ 2,000
San Francisco	RESS0107	200	2.38%	\$ 142,770	\$ 71,524	1,706	2.289%	\$ 15,442	\$ 2,000	\$ 231,736	\$ 34,760	\$ 196,976
Santa Clara	RESS0108	486	5.78%	\$ 346,727	\$ 173,701	4,572	6.134%	\$ 41,381	\$ 2,000	\$ 563,809	\$ 84,571	\$ 479,238
Yolo	RESS0109	232	2.76%	\$ 165,565	\$ 82,944	1,019	1.367%	\$ 9,223	\$ 2,000	\$ 259,732	\$ 38,960	\$ 220,772
Total		8,413	100.00%	\$ 5,998,737	\$ 3,005,210	74,532	100.000%	\$ 674,610	\$ 18,000	\$ 9,696,557	\$ 1,454,182	\$ 8,242,375

Notes:

¹ Data from Medi-Cal Eligibility Determination System (MEDS) File Reports dated June 28, 2001.

² State Administrative Funds have been reduced to provide this special funding.

³ The standard and set-aside allocations for San Diego County, totaling \$659,787, will be awarded through a Wilson/Fish Alternative Project.